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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



**Meeting of the Quality and Safety Committee
to be held on Tuesday, 28th July 2020 at 1.00pm
in the Millennium Room, Second Floor, HQ**

Time	Agenda	Purpose	Lead	Attached/ Verbal
1.00pm	1. Preliminary Matters			
	1.1 Apologies for absence	Noting	Chair	Verbal
	1.2 Declarations of Interest	Noting	Chair	Verbal
	1.3 Minutes of the Meeting on 23 rd June 2020	Approval	Chair	Attached
	1.4 Matters Arising	Assurance	Chair	Verbal
	1.5 Action Logs	Assurance	Chair	Attached
	1.6 Committee Work Programme 2020	Noting	Chair	Attached
1.10pm	2. Equipment, Medicines, Supplies and Facilities			
	2.1 Infection Prevention Control	Assurance	Lisa Hinton	Attached
1.20pm	3. Safety, Quality and Clinical Effectiveness			
	3.1 Key Issues: Quality and Safety Governance Group	Assurance	Lee Joseph	Attached
	3.2 Final Discharge Summaries Report	Assurance	Neil Thomas	Attached
	3.3 Quality and Safety issues relating to waiting list management	Assurance	Nigel Downes	To Follow
	3.4 Transcatheter aortic valve insertion (TAVI)	Assurance	Richard Evans	Attached
1.50pm	4. Patient Experience			
	4.1 Patient experience and concerns reporting	Assurance	Hazel Lloyd	Attached
	4.2 Impact of visiting policies	Assurance	Hazel Lloyd	Attached
2.05pm	5. Capacity			
	5.1 Performance Report	Assurance	Darren Griffiths	Attached
	5.2 Quarter One Tracker	Assurance	Sian Harrop-Griffiths	Attached
2.20pm	6. Governance			
	6.1 Committee Annual Report	Approval	Pam Wenger	Attached
	6.2 Committee Terms of Reference	Approval	Pam Wenger	Attached
2.25pm	7. Items for noting only			
	7.1 Management of an incident with electronic referrals	Noting	Matt John	Attached
2.30pm	8. Items to refer to Other Committees			
2.30pm	9. Any Other Business			
	Date and Time of Next Meeting			
	The next scheduled meeting is 25 th August 2020.			